

BILL NO. R-97-12-05

RESOLUTION NO. R-88-97

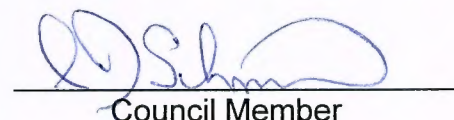
A RESOLUTION of the Common Council of the City of Fort Wayne, Indiana, approving the proposed budgets of the Fort Wayne-Allen County Convention and Tourism Authority and Convention and Visitors Bureau for the calendar year 1998.

WHEREAS, the Board of managers of the Fort Wayne-Allen County Convention and Tourism Authority and Convention and Visitors Bureau have prepared and submitted to this body proposed budgets for the calendar year 1998, in accordance with the provisions of I.C. 36-10-8-8, which budgets this body finds to be proper and acceptable.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

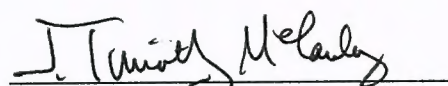
SECTION 1. That the proposed budgets of the Fort Wayne-Allen County Convention and Tourism Authority and Convention and Visitors Bureau for the calendar year 1998, as submitted to this Council on December 9, 1997, be and the same are hereby approved.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.



Council Member

APPROVED AS TO FORM
AND LEGALITY



J. Timothy McCaulay, City Attorney

**FORT WAYNE AND ALLEN COUNTY CONVENTION
AND TOURISM AUTHORITY
d.b.a. GRAND WAYNE CENTER**

PROPOSED BUDGET FOR YEAR ENDING DECEMBER 31, 1998

CASH RECEIPTS

ROOM TAX—NOTE A	\$2,395,000
INTEREST INCOME	\$ 110,000
BUILDING REVENUE	\$ 500,000
FOOD AND BEVERAGE	<u>\$ 310,000</u>
TOTAL	\$3,315,000

CASH DISBURSEMENTS

OPERATING EXPENDITURES:

LEASE & OPERATING EXPENSES - SEE DETAILED SCHEDULE ATTACHED	\$2,659,000
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CONVENTION & VISITORS BUREAU - 1% ROOM TAX - NOTE A	<u>\$ 400,000</u>
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TOTAL	\$3,059,000
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RECEIPTS IN EXCESS OF DISBURSEMENTS	\$ 256,000
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CASH AND INVESTED CASH AT BEGINNING OF YEAR	\$2,290,000
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CASH AND INVESTED CASH AT END OF YEAR	\$2,546,000
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NOTE A—THE STATE LEGISLATURE APPROVED IN 1994 AN INCREASE IN THE HOTEL MOTEL ROOM TAX FROM 5% TO 6%. THE ADDITIONAL 1% IS DEDICATED TO THE CONVENTION AND TOURISM BUREAU, BUT PASSED THROUGH THE FORT WAYNE AND ALLEN COUNTY CONVENTION AND TOURISM AUTHORITY'S BUDGET FOR INSPECTION AND APPROVAL.

MONIES AVAILABLE TO THE CONVENTION & VISITORS BUREAU IN 1998 ARE APPROXIMATELY \$400,000 FROM PROJECTED ROOM TAX IN 1998.

MONIES AVAILABLE TO THE FORT WAYNE AND ALLEN COUNTY CONVENTION AND TOURISM AUTHORITY IN 1998 ARE PROJECTED TO BE \$1,995,000 FROM 1998 ROOM TAX.

**FORT WAYNE AND ALLEN COUNTY CONVENTION
AND TOURISM AUTHORITY
PROPOSED BUDGET FOR OPERATING EXPENSES
FOR THE YEAR ENDING DECEMBER 31, 1998**

PERSONAL SERVICES

Salaries and Wages	\$814,000	
Fringes	\$198,000	\$1,012,000

SUPPLIES

Office	\$ 15,000	
AV	\$ 12,000	
Maintenance	\$ 40,000	
Convention	<u>\$ 8,000</u>	\$ 75,000

OTHER SERVICES & CHARGES

Capital Lease	\$596,000	
Convention Bureau	\$100,000	
Utilities	\$246,000	
Advertising & Promotion	\$159,000	
Insurance	\$ 60,000	
Professional Services	\$ 76,000	
Service Contracts	\$ 85,000	
Repairs	\$ 40,000	
Other	<u>\$ 10,000</u>	\$1,372,000

CAPITAL OUTLAY

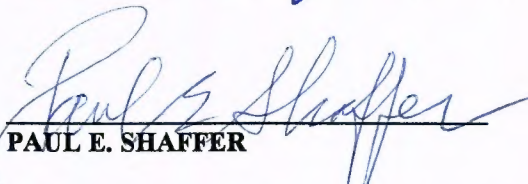
Equipment	\$ 90,000	
Building	\$110,000	<u>\$ 200,000</u>

TOTAL OPERATING EXPENSES	\$2,659,000
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STATE OF INDIANA)
)
COUNTY OF ALLEN)

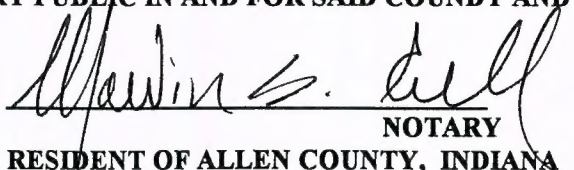
GILMORE HAYNIE JR. AND PAUL SHAFFER, CONTROLLER AND TREASURER, REPECTIVELY, OF THE FORT WAYNE-ALLEN COUNTY CONVENTION AND TOURISM AUTHORITY, BEING FIRST DULY SWORN, REPRESENT THAT AT A MEETING DULY, CALLED THE FORT WAYNE-ALLEN COUNTY CONVENTION AND TOURISM AUTHORITY APPROVED THE WITHIN DESCRIBED BUDGET FOR THE AUTHORITY FOR THE YEAR COMMENCING JANUARY 1, 1998 AND ENDING DECEMBER 31, 1998.


GILMORE HAYNIE JR.


PAUL E. SHAFFER

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE,
THIS 20 DAY OF NOVEMBER, 1998.

MY COMMISSION EXPIRES:
7-26-98
PUBLIC


NOTARY
RESIDENT OF ALLEN COUNTY, INDIANA

**Detail Breakdown of General Accounts
Grand Wayne Center
1998 Budget**

EXPENSES

PERSONAL SERVICES

Salaries & Wages

Full Time Salaried	\$479,000	\$1,012,000
Full Time Hourly	\$162,000	
Part Time Hourly	\$173,000	
	<u>\$814,000</u>	

Fringes

Fica	\$62,500
Perf	\$52,000
Health Insurance	\$66,000
Other (Futa, Suta, etc)	\$11,500
Insurance-Increase & Adjustments	<u>\$6,000</u>
	\$198,000

SUPPLIES

Maintenance	\$40,000	\$75,000
Office Supplies	\$15,000	
Audio-Visual Supplies	\$12,000	
Convention Supplies	\$8,000	

OTHER SERVICES AND CHANGES

\$1,372,000

Capitla Lease \$596,000

Convention Bureau \$100,000

Utilities

Electric	\$170,000
Gas	\$48,000
Water	\$12,000
Telephone	<u>\$16,000</u>
	\$246,000

Advertising & Promotion

Advertising	\$110,000
Promotion	\$10,000
Travel	\$25,000
Miscellaneous	<u>\$14,000</u>
	\$159,000

Insurance

\$60,000

Professional Services

Accountant	\$16,000
Attorney	\$25,000
Security	\$15,000
Other	<u>\$20,000</u>
	\$76,000

Detail Breakdown of General Accounts

Grand Wayne Center

1998 Budget

Service Contract

HVAC	\$15,000
Elevator/Escalator	\$15,000
Computer	\$6,000
Sign	\$6,000
Other (Window Washing, Carpet Cleaning, Snow Removal, Radios Time Clocks, Sprinkler System Etc.	<u>\$43,000</u>
	\$85,000

Repairs

\$40,000

Other

Postage, Freight & Handling, Rentals, Misc. Tax, Licenses & Fees	\$10,000
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CAPITAL OUTLAY

Equipment	\$90,000	\$200,000
Building	\$110,000	

TOTAL EXPENDITURES

\$2,659,000

REVENUE

Room Tax - 5%	\$1,995,000
Interest	\$110,000
Rental	\$500,000
Food & Beverage	<u>\$310,000</u>
TOTAL REVENUES	\$2,915,000

DIGEST SHEET

TITLE OF ORDINANCE RESOLUTION

DEPARTMENT REQUESTING ORDINANCE FORT WAYNE - ALLEN COUNTY
CONVENTION AND TOURISM AUTHORITY AND CONVENTION AND VISITORS
BUREAU

SYNOPSIS OF ORDINANCE APPROVING THE 1998 PROPOSED BUDGETS OF THE
FORT WAYNE - ALLEN COUNTY CONVENTION AND TOURISM AUTHORITY AND
CONVENTION AND VISITORS BUREAU.

EFFECT OF PASSAGE ALLOWING THE AUTHORITY AND BUREAU TO OPERATE
PER THE RESPECTIVE ATTACHED 1998 BUDGETS.

EFFECT OF NON-PASSAGE THE AUTHORITY AND BUREAU COULD NOT
OPERATE.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS) _____

ASSIGNED TO COMMITTEE (PRESIDENT) _____

TOURKOW, CRELL, ROSENBLATT & JOHNSTON

MARVIN S. CRELL
JOSHUA I. TOURKOW
STANLEY L. ROSENBLATT
DOUGLAS E. JOHNSTON
JACK R. ROCHYBY
ALISA L. RUDE

ATTORNEYS AT LAW
814 ANTHONY WAYNE BUILDING
203 E BERRY STREET
FORT WAYNE, INDIANA 46802-2781

TELEPHONE
426-0545
AREA CODE 219
FAX
422-9991

OF COUNSEL
FREDERICK R. TOURKOW

November 11, 1997

Fort Wayne City Council
City-County Bldg.
One Main St.
Ft. Wayne, IN 46802

RE: 1998 BUDGET OF FORT WAYNE-ALLEN COUNTY CONVENTION AND
TOURISM AUTHORITY

Dear Council Member:

Please find enclosed the 1998 Budget for the Fort Wayne-Allen
County Convention and Tourism Authority.

Pursuant to the statutory provisions governing the activities of
the Authority, we are submitting for your inspection and approval
the operating budget for the year 1998 which reflects both the
projected revenues as well as the operating expenses for the
ensuing year. This letter also very briefly describes the
process for adopting the budget and the process for disbursing
the funds by the Authority.

The Authority adopts its annual budget during the month of
December of each year. At that time, the budget is considered,
the members of the Authority are informed of the revenues and
expenditures for the year and receive information and input from
the various standing committees as to the available resources and
needs for the ensuing year.

The proposed budget reflects the input from all sources as to the
probable expenditures by the Authority in order to conduct its
business during the year 1998. After a thorough discussion by
the seven member Authority Board, the budget is voted upon and
adopted by a majority vote. After the adoption of the budget,
the funds budgeted cannot be automatically spent or made
available for disbursement by any entity of the Authority. Prior
to the payment of any budgeted expense, the invoice and the claim
form approved by the Indiana State Board of Accounts are
submitted to the Authority for approval or rejection of payment.

Should you have any questions in connection with the procedure
for the adoption of the budget, the payment of the individual
expenses, the income and expenses incurred by the Authority in
the past year, please feel free to direct your questions to any
member of the Authority: to the Director, Robert Lister; to the
Vice President, Carlene Samczyk; to the Treasurer, Paul Shaffer;


to Marvin S. Crell, attorney for the Authority; or to Judy Woodward, Office Manager, and the requested information will be collected for you and reviewed with you.

We are, at this time, filing the proposed budget for the year 1998, and hope to appear before you in regular session, asking that the proposed budget be approved and be made the budget for the Authority for the year 1998.

This year, pursuant to statutory requirements, the budget of the Convention & Visitors Bureau (CVB) is being presented to you at the same time. The Board of the Authority (Grand Wayne Center) requested and the Convention & Visitors Bureau agreed to be bound by all of the rules promulgated by the Indiana State Board of Accounts regarding the expenditure of public funds. The Executive Director and members of that Board (CVB) will present to you their budget for the year 1998.

Very truly yours,

TOURKOW, CRELL, ROSENBLATT &
JOHNSTON


Marvin S. Crell

MSC/gm

enclosure

Read the first time in full and on motion by Schmidt,
and duly adopted, read the second time by title and referred to the Committee on
Finance, (and the City Plan Commission for recommendation)
and Public Hearing to be held after due legal notice, at the Common Council Conference
Room 128, City-County Building, Fort Wayne, Indiana, on _____,
the _____ day of _____, 19____, at
o'clock _____ M., E.S.T.

DATED: 12-9-97

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Schmidt,
and duly adopted, placed on its passage. PASSED LOST
by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT
TOTAL VOTES	<u>8</u>			<u>1</u>
BENDER	<u>✓</u>			
CRAWFORD	<u>✓</u>			
EDMONDS				<u>✓</u>
HALL	<u>✓</u>			
HAYHURST	<u>✓</u>			
HENRY	<u>✓</u>			
LUNSEY	<u>✓</u>			
RAVINE	<u>✓</u>			
SCHMIDT	<u>✓</u>			

DATED: 12-16-97

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana,

as ~~(ANNEXATION)~~ ~~(APPROPRIATION)~~ ~~(GENERAL)~~ ~~(SPECIAL)~~

~~(ZONING)~~

ORDINANCE

RESOLUTION NO. R-88-97

on the 16th day of December, 1997

ATTEST:

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

John P. Helmke
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the

17th day of December, 1997

at the hour of 3:00 o'clock PM, M., E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Approved and signed by me this 22nd day
of December, 1997, at the hour of 3:00
o'clock P M., E.S.T.

Paul Helmke
PAUL HELMKE, MAYOR

BILL NO. R-97-12-05

REPORT OF THE COMMITTEE ON FINANCE

DONALD J. SCHMIDT - JOHN N. CRAWFORD - CO-CHAIR
ALL COUNCIL MEMBERS

WE, YOUR COMMITTEE ON FINANCE TO WHOM WAS
REFERRED AN ~~XXXXXXXXXX~~ (RESOLUTION) of the Common Council
of the City of Fort Wayne, Indiana, approving the proposed budgets of
the Fort Wayne-Allen County Convention and Tourism Authority and
Convention and Visitors Bureau for the calendar year 1998

HAVE HAD SAID ~~XXXXXXXXXX~~ (RESOLUTION) UNDER CONSIDERATION
AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID
~~XXXXXXXXXX~~ (RESOLUTION)

DO PASS

DO NOT PASS

ABSTAIN

NO REC

<u>Donna Hays</u>	_____	_____	_____
<u>Arthur A. Bender</u>	_____	_____	_____
<u>William J. Henry</u>	_____	_____	_____
<u>James P. Henry</u>	_____	_____	_____
<u>Rebecca Lawrence</u>	_____	_____	_____
<u>DSO</u>	_____	_____	_____
<u>Debra Hall</u>	_____	_____	_____
<u>John N. Crawford</u>	_____	_____	_____

DATED:

Sandra E. Kennedy
City Clerk